



DEPARTMENT OF CONSUMER AND REGULATORY AFFAIRS
BUSINESS AND PROFESSIONAL LICENSING ADMINISTRATION
CORPORATIONS DIVISION

Government
Of the District of Columbia
DCRA
Corporations Division
P.O. Box 92300
WASHINGTON, D.C. 20090

CERTIFICATE OF AMENDMENT OF INCORPORATION

NOTE: This is a specimen format for Certificate of Amendment for Old Act Corporations (formed prior to 1962). You must draft your own on plain bond paper to be submitted in **DUPLICATE ORIGINAL** (Two manually signed sets). **DO NOT FILL IN THIS FORMAT!**

We _____, President, and _____, Secretary,
Certify that the written consent of two-thirds of the Board of Directors, being first had
and obtained, file the following amendment to the Certificate of Incorporation, heretofore
filed on _____:

(INSERT AMENDMENT)

(President) _____
(Secretary) _____

I, _____ a Notary Public in and for the _____
do hereby certify that _____, President and _____
Secretary personally appeared before me and acknowledged the above Certificate of
Amendment to be their act and deed. Subscribed and sworn to before me this
_____ day of 20____

Notary Public
(Notary Seal)

FEES DUE

Filing Fee\$3.00

**Please retain a copy for your records, make check payable to The D. C. Treasurer.
For General Information Call:
The Corporations Division - (202) 442-4432**

**Please check our corporate website to view organizations required to register, to
search business names, to obtain step-by-step guidelines to register an organization,
to search registered organizations, and to download forms and documents. Simply
log onto our website at www.dkra.dc.gov, click on "Corporate Registrations" and
procedure as prompted.**

To ensure timely and accurate processing of this document, mail all required forms and payment to:

**Department of Consumer and Regulatory Affairs
Corporations Division
P.O. Box 92300
Washington, D.C. 20090**

**For Overnight Delivery send to:
Corporate
Bank of America
Attention: D.C. Government
Wholesale Lockbox # 92300
Mail code MD4-301-18-04
18th floor
225 North Calvert Street
Baltimore, Maryland 21202**